

**DPW Commissioner Meeting
Wednesday, October 23, 2013
7:00 p.m. – Police Station Community Room**

7:00 PM Approval Items:

Board of Commissioners Minutes Approval: Commissioner Reed moved to accept the minutes of the 10/9/13 DPW Commissioner Meeting, seconded by Chairman Gardner, Vote: 3-0.

Approval of Sale of Cemetery Lots

7:05 PM Open Session:

Open for Public Discussion with the Commissioners: Frederick Tarr, 154 Main Street, said regarding the Deep Rock Well pump house, there is no immediate need, because water use is down in town. He said before anything is constructed, the sewer study should be completed first, then the water study should be done last. It is his position that if the town doesn't grow significantly, the water isn't going to go up drastically. He said there are several quarries and alternate sources.

Chairman Gardner said there hasn't been a lot of rain, and the water supply is down. Dewberry has been engaged for the water needs assessment. This is in advance of the sewer needs assessment, because we are at a point with our own sewer capacity that we're not going to increase the capacity at the plant, so we know what the total amount of sewer capacity is that we can handle now and in the future. We have to plan how the sewer capacity will be allocated. The water needs assessment will tell us seasonal variations, how much water we will need and if we need to significantly expand our storage capacity. We are moving forward with Bed Rock well because it may eliminate the need for Flat Ledge. The demand may not increase but we continue to have a short supply of it. When we get low, the quality is poor. We want higher quality water when we have a low supply; it's about variations in rain fall.

Director Parisi said it is not supply and demand, it's the drought concern and the water quality; the quality is poor when the supply is low. The concern is a one or two year drought, not an immediate concern.

Dewberry's timeframe is six months to complete the water needs assessment. In six months, construction will begin on Deep Rock well. The study is more for Flat Ledge.

7:10 PM New Business:

Eden Road Betterment Assessment Discussion: J. Parisi presented an Eden Road Reconstruction Project Order of Betterment Assessment, there are 32.6 betterment units, the betterment would be \$3,865 each, \$386 for each un-buildable lot (there are six). There are thirteen condominium units; each unit will receive a bill. It adds to the value of the property. It was questioned if each home should pay the same amount. Director Parisi said this is the fairest way of assessing this; the total assessment is just under \$126,000.

Commissioner Sena moved to accept the Eden Road Order of Betterment Assessment, seconded by Commissioner Reed, Vote: 3-0.

7:20 pm Public Hearings on DPW Fees:

Cemetery Fees: J. Parisi distributed spreadsheets comparing FY '13 revenue and expenses for the town's cemetery costs. The revenue was \$23,765 and expenses were \$114,512.00. At the last DPW Commissioner meeting a comparison of the rates other communities charge was reviewed. Some of the rates were a little higher in Rockport and some were a little lower. The rates haven't been increased since 1997. Some communities do not charge to bury infants.

Commissioner Reed moved to accept the new fees, effective 11/1/13, as detailed on the proposed fee schedule, with the exception of burial fees for infants, there will no longer be a charge for burying individuals six years and under, seconded by Commissioner Sena, Vote: 3-0.

Map Fees: Matt Barrett (GIS Program Manager) distributed a draft policy on fees for maps. He said many requests will be from vendors working for the town. The charges are just for the hardcopy paper map, downloads are no charge. He recommends having a standard set of data for the public. It would include parcels, buildings, and roads. Chairman Gardner suggested \$5 and \$10 and \$15, and no customization will be provided.

Commissioner Reed moved to charge \$5.00 for 11" X 17", \$10.00 for 24" X 36", \$15 for 36" X "48 and 38" X 40", and \$35.00 for a DVD, no custom maps are available, seconded by Commissioner Sena, Vote: 3-0.

8:00 pm close the public hearing

8:00 PM Ongoing Business

FY '15 Capital Requests Projects

FY 2015 to 2019, five year capital outlay list (one year out from last year's list)

General Fund:

New DPW facility, \$1.5M FY '15

Millbrook Meadow, \$250,000 for FY '15, \$300,000 for FY '16

Old Rockport Harbor Dredging, \$10,000 for FY '15, \$590,000 for next year FY '16

Highway Drainage Pipe, \$10,000 for FY 15, and \$10,000 for each subsequent year

Barrier Beach Management Plan, \$33,000 (FEMA requirement for reimbursement)

Beach Rake and Tractor, \$50,000 for FY '15

Building Capital Improvements Plan - TBD

Long Beach Seawall, nothing requested for FY '15, \$14M for FY '16

Town Hall Asphalt roof, nothing requested for FY '15, \$40,000 for FY '16

Fire Station Roof, nothing requested for FY '15, \$40,000 for FY '16

Transfer Station Improvements, nothing requested for FY '15, \$25,000 for FY '16, and \$250,000 for FY '17

Inner Harbor Wall and Pilings Assessment & Repairs, nothing for FY '15, \$25,000 in FY '16, and \$25,000 in '18

Fire Alarms for Motiff #1 and T Wharf Restrooms - nothing indicated
Community House Exterior Painting - nothing indicated
Central Air for Town Hall - nothing indicated
Central Fire Station Furnace - nothing indicated

Water Enterprise:

Bedrock Well Permanent Electric Power Installation, \$150,000 requested for FY '15
Pigeon Hill Water Tank - Dewberry - nothing indicated
Great Hill Water Pressure Improvement, \$50,000 for FY '15, \$500,000 FY '16
Rapid sand filter and sed basin condition assessment and rehab, \$10,000 FY '15, and \$100,000 FY '16
Water Treatment Plant Capital Account, \$50,000 for FY '15 and \$50,000 for next three fiscal years
Water Main Replacement, \$45,000 for FY '15, and \$45,000 for next four fiscal years
Water Meter Replacement, \$7,500 for FY '15, and \$7,500 for next four fiscal years
Flat Ledge Dam Design/Construction, nothing for FY '15, \$500,000 for FY '16, and \$5,000,000 for FY '17

Sewer Enterprise:

Fine Bubble TKS 4-5-6, \$135,000 FY '15
Detritor and Grit Pump WWTP, \$380,000 FY '15
Oil Tank Replacement Pigeon Hill/Dock Square, \$50,000 FY '15
Water Meter Replacements and Trimble Handheld software upgrade, \$11,600, FY '15 \$11,600, \$7,500 next 4 yrs*
(*Director Parisi said this should be the same as the water meter replacement in the Water Enterprise.)
Pump Station Upgrade Back Beach, nothing requested for FY '15, \$200,000 FY '16
Wet Well Cleaning Pump Stations, nothing requested for FY '15, \$50,000 FY '16
Pump Station Upgrade Pigeon Cove, nothing requested for FY '15 and FY '16, \$200,000 requested for FY '17
Replace Sludge Truck WWTP, nothing requested for FY '15 and FY '16, \$100,000 for FY '17
Back Beach Odor Control, nothing requested for FY '15, FY '16, or FY '17, \$300,000 for FY '18
WWTP pumps and Motors, nothing requested for FY '15, FY '16, or FY '17, \$100,000 for FY '18
Pump Station upgrade Marmion Way, nothing requested for FY '15, '16, '17, or '18, \$100,000 for FY '19
Pump Station upgrade Long Beach, nothing requested for FY '15, '16, '17, or '17, \$100,000 for FY '19
I&I Project, nothing requested for FY '15, '16, '17, '18, and \$200,000 for FY '19

Chairman Gardner said he's like to see the water main replacement coordinated with the pavement management plan.

Water Enterprise: there was a discussion regarding the heating/fuel costs for the water treatment plant, it was questioned if the town heats that facility. Chairman Gardner questioned if the town is trying to heat that facility with all that cold water in it, and if the areas of the building can be separated for heating purposes. Commissioner Reed recommended that fans could be used to push the heat down. It was discussed that solar panels could be included in the new building design.

A workshop will be scheduled to discuss fuel efficiency; National Grid will be invited to attend.

Commisioner Sena said a generator at Long Beach is on the ground, he said this needs to be taken care of, it's an asset worth about \$50,000.

J. Parisi inquired if funds should be requested for paving next year. Commissioner Reed said a line item should be added every year for paving. It was suggested that about \$200,000 each year should be requested to match the Chapter 90 funds. Chairman Gardner said getting Marshall and Parker done had been discussed.

T. Olson said the utilities should be looked at while we're looking at repairing roads - before they're paved.

Commissioner Reed said he thought that fund raising was going to fund Millbrook Meadow. J. Parisi, said CPC funds, general funds, and fund raising, are being looked at to fund Millbrook Meadow.

Director Parisi distributed copies of the information that the staff members have been documenting as they track their time (Duffy, Gary, Joe, Tim, and Becky). The Commissioners will review this information to discuss at a subsequent meeting.

9:00 PM Other Issues of Discussion: it was stated that the FEMA update on the appeal is tomorrow at 2pm.

Next Meeting: Wed., November 6, 2013 at 7pm in the Community Room at the Police Station.

9:15 PM Commissioner Reed moved to adjourn; seconded by Commissioner Sena, Vote: 3-0.

Tickler List:

November, 2013	Sewer hookup priorities
November, 2013	Sewer use regulations
November, 2013	Community House Facilities Mgr.
November, 2013	Revenue Collection Software/separate charges for drop-off
December, 2013	Workshop on Energy Efficiency – Invite National Grid
December, 2013	FY '15 Capital budget review
January, 2014	FY '15 Operational Budget review